### Manual of Policies and Procedures

# ELIGIBILITY AND ASSISTANCE STANDARDS



STATE OF CALIFORNIA
Gray Davis, Governor
HEALTH AND HUMAN SERVICES AGENCY
Grantland Johnson, Secretary
DEPARTMENT OF SOCIAL SERVICES
Rita Saenz, Director

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### INTRODUCTION

This Users' Manual is used as an operational tool.

This manual contains

- a) Regulations adopted by the Department of Social Services (DSS) for the governance of its agents, licensees, and/or beneficiaries
- b) Regulations adopted by other state departments affecting DSS programs
- c) Statutes from appropriate codes which govern DSS programs
- d) Court decisions and
- e) Operational standards by which DSS staff will evaluate performance within DSS programs.

Regulations of DSS are printed in gothic type as is this sentence.

Handbook material, which includes reprinted statutory material, other departments' regulations and examples, is separated from the regulations by double lines and the phrases "HANDBOOK BEGINS HERE", "HANDBOOK CONTINUES", AND "HANDBOOK ENDS HERE" in bold print. Please note that both other **departments' regulations** and statutes are mandatory, not optional.

Questions relative to this Users' Manual should be directed to your usual program policy office.

### Filing Manual Letters

Manual letters serve as a transmittal for regulations and provide a brief summary of additions or changes, the effective date of the regulations, and filing instructions. At the bottom of each regulation page, a page number will appear. Please follow the instructions on the manual letter cover page for filing instructions.

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### CHAPTER 40-000 IMPLEMENTATION SCHEDULE

#### 40-001 IMPLEMENTATION OF NONRECURRING SPECIAL NEEDS

40-001

Repealed by SDSS Manual Letter No. EAS-88-10.

#### 40-002 IMPLEMENTATION OF EXEMPT STUDENT LOANS

40-002

The repeal of MPP Section 44-111.435 is effective January 22, 1988, and that regulation has been invalid since January 1, 1988 because it conflicts with Welfare and Institutions Code Section 11250.8 (see Handbook Section 44-111.435). Counties shall identify cases which receive educational loans/grants on or after January 1, 1988 and shall redetermine the grant, as necessary.

### 40-003 IMPLEMENTATION OF EXCLUSION FROM ASSISTANCE UNIT OF CHILD OF MINOR PARENT RECEIVING AFDC-FC

40-003

- .1 This regulatory action consisting of the amendment of MPP Section 44-206.1 shall be effective February 28, 1989 in order to comply with Welfare and Institutions Code Section 11263.5 (Chapter 1066, Statutes of 1988).
- .2 With respect to this regulatory action, all required Notices of Action (NOAs) may be issued as early as filing with the Secretary of State, but no later than as required in MPP Section 22-022.1 (Timely Notice).

### 40-004 IMPLEMENTATION OF THE FAMILY SUPPORT ACT OF 1988 40-004 REGARDING INCOME DISREGARDS AND THE EARNED INCOME CREDIT

This regulatory action which consists of amending and repealing the following sections shall be effective October 1, 1989 in order to comply with the provisions of the Federal Family Support Act of 1988 (Public Law 100-485) dealing with changes in earned income disregards and the disregard of advance payments or refund of earned income credit (EIC). Amend Sections: 42-213.2(r), 44-111.3(q), 44-113.211, 44-113.214, 44-113.215, 44-113.217, 44-113.22, 44-133.333, 44-133.631(a)(1), 44-133.632, 44-133.752(a), 44-133.93. Repealed Sections: 44-101.32 through .326, 44-101.527, 44-113.6 through .624, and 44-340.7.

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## 40-005 IMPLEMENTATION OF THE AFDC INFORMING AND COUNTY RECEIPTS REQUIREMENTS

40-005

- .1 This regulatory action consists of amending Sections 40-107.1 and 40-131.1, in order to comply with the provisions of the Hunger Prevention Act of 1988 (Public Law 100-435).
- .2 In addition, this regulatory action amends Section 40-125.1 to comply with the provisions of SB 1141, Chapter 1036, Statutes of 1987, which adds Section 11023.5 to the Welfare and Institutions Code.
- .3 The effective date of these regulations shall be July 1, 1990.

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Section 10554, Welfare and Institutions Code.

## 40-006 IMPLEMENTATION OF THE AFDC/GAIN (JOBS) CONFORMING 40-006 REGULATIONS

- .1 This regulatory action consists of adopting, amending or repealing language in the following sections in order to bring Aid to Families with Dependent Children (AFDC) regulations into conformity with the Job Opportunities and Basic Skills Training (JOBS) provisions of the Family Support Act of 1988 (Public Law 100-485) and to implement federal regulation [45 CFR 250.40] which requires that AFDC applicants and recipients are informed about the Greater Avenues for Independence (GAIN) Program. Amend Sections: 40-107.1, 40-131.3, 40-169, 44-111.3(f), 44-205.4; and renumber and amend Section 44-206.22 to 44-206.1(d)(5).
- .2 The effective date of these regulations shall be October 1, 1990.

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Section 204(a), Public Law 100-485; 45 CFR 250.20(a)(1); and Section 15, AB 312, Chapter 1568, Statutes of 1990.

## 40-007 IMPLEMENTATION OF THE TRANSITIONAL CHILD CARE PROGRAM

40-007

.1 The adoption of Division 47 and amendment of Sections 22-001(a)(3)(A), 22-022.6, 40-107.1, 40-131.3, 40-173, and 42-750 which implement the Transitional Child Care (TCC) program shall be effective April 1, 1990. Counties are required to meet the TCC and Transitional Medi-Cal informational requirements at application, redetermination and discontinuance beginning April 1, 1990.

## 40-007 IMPLEMENTATION OF THE TRANSITIONAL CHILD CARE PROGRAM (Continued)

40-007

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- .2 Division 47 is being adopted to implement the Transitional Child Care (TCC) program in compliance with the Family Support Act of 1988 and Part 256 of the final Federal Rules published October 13, 1989 (45 CFR 256). These provisions require that certain former AFDC recipients will be eligible to receive funding of their child care expenses under certain conditions up to a year following their last month of AFDC eligibility.
- .3 Sections 22-001(a)(3)(A) and 22-022.6 are being amended to comply with the notice and hearing requirements in the Family Support Act of 1988 which pertain to the TCC program.
- .4 Sections 40-107.1 and 40-131.3 are being amended to require that all AFDC applicants and recipients are informed about the TCC program at the time of AFDC application and redetermination.
- .5 Section 40-173 is being amended to require that certain AFDC recipients are informed about their potential eligibility for TCC at the time of AFDC termination.
- .6 Section 42-750 pertaining to a GAIN TCC program is being repealed as the program is being superseded by Division 47.

### HANDBOOK ENDS HERE

NOTE: Authority cited: Sections 10553, 10554, and 10604, Welfare and Institutions Code. Reference: Sections 10613, 11209, and 11511(a), Welfare and Institutions Code; 45 CFR 250.20(a)(3); 45 CFR 255.1; and 45 CFR 256.1(b).

### 40-008 EARLY CA 7 SIGNOFF

40-008

- .1 This regulatory action consists of amending Section 40-181.241 to allow for early CA 7 (Rev. 7/87) signoff consistent with 45 CFR 233.28 and Welfare and Institutions Code Section 11265.1.
- .2 The effective date of these regulations shall be August 1, 1991.

NOTE: Authority cited: Sections 11265.1, 10554, and 18904, Welfare and Institutions Code. Reference: 45 CFR 233.28.

## RECEPTION AND APPLICATION 40-009 IMPLEMENTATION SCHEDULE Regulations

## 40-009 IMPLEMENTATION OF THE HOMELESS ASSISTANCE PROGRAM AS OF JULY 22, 1999

The revisions in the Manual of Policies and Procedures Section 44-211.5 are effective July 22, 1999.

As counties identify cases which have received Homeless Assistance payments on or after July 22, 1999, they shall re-compute the temporary shelter allowance, as necessary.

NOTE: Authority cited: Sections 10553, 10554, and 11450(g), Welfare and Institutions Code. Reference: Section 11450, Welfare and Institutions Code.

## 40-010 IMPLEMENTATION OF REGULATIONS FOR THE TREATMENT OF 40-010 INELIGIBLE ALIEN PARENT INCOME

- .1 Sections 42-213.2e., r., and .5, et seq.; 44-111.3b., et seq., d., e., g., h., i., p. and .6, et seq. as amended herein, shall become effective August 1, 1991.
- .2 Sections 44-113.14, .141, and .142; 44-133.33, .336, .6, .61, .611, .612, .62, .631, et seq. and .633 as amended herein, shall become effective August 1, 1991, and shall be implemented as follows:
  - .21 Beginning August 1, 1991, the CWDs shall implement the amended or adopted provisions for all new AFDC cases.

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 10553 and 10554, Welfare and Institutions Code; 45 CFR 233.20(a)(3)(ii)(C); 45 CFR 233.20(a)(3)(vi)(B) and (xiv); 45 CFR 233.20(a)(4)(ii); and <u>Darces</u> v. <u>Woods</u>, 35 Cal. 3d 871.

## 40-011 IMPLEMENTATION OF MAXIMUM AID PAYMENT (MAP) 40-011 ROLL BACK REGULATIONS

.1 Effective Date This regulatory action shall be effective September

1, 1991 for applicant and continuing cases.

.11 Budgeting The change in grant computation shall be effective

with the July 1991 budget month affecting the

September payment month.

.2 Sections Affected The following sections are adopted with this

regulatory filing.

44-115.311

44-133.332 and .334 (Handbook)

44-133.632 (Handbook)

44-133.754 (Handbook)

44-133.92 and .931 (Handbook)

44-315.1 through .9

44-352.125 (Handbook Example)

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### 40-011 IMPLEMENTATION OF MAXIMUM AID PAYMENT (MAP) **ROLL BACK REGULATIONS** (Continued)

40-011

.3 Changes

.33

.31 Treatment of Income Section 44-		Section 44-133 is amended to be consistent with the
		changes in the grant computation in Section 44-315.

.32 MAP Roll Back --**Grant Computation**  Section 44-315 is amended to roll back the MAP amounts and to change the grant computation so that income is counted against the Minimum Basic Standard of Adequate Care (MBSAC) rather than the MAP. Section 44-115 is amended so that the inkind income is counted against the MBSAC rather than the MAP.

Section 44-352.125 is amended to have the

Overpayment Recoupment example be consistent with the changes in the grant

computation in Section 44-315.

.4 Reason for Change These changes implement Welfare and Institutions

Code Sections 11450, 11452 and 11453 as amended

by Chapter 97, Statutes of 1991.

NOTE: Authority cited: Welfare and Institutions Code Sections 10553 and 10554. Reference: Welfare and Institutions Code Sections 10553 and 10554.

#### 40-012 IMPLEMENTATION OF AMENDMENTS TO THE HOMELESS 40-012 ASSISTANCE SPECIAL NEED

.1 This regulatory action which consists of adopting, amending and repealing language in Section 44-211.5 shall begin with requests for Homeless Assistance received on or after August 1, 1991 in order to comply with Welfare and Institutions Code Sections 11271, 11272, and 11450 (Chapter 97, Statutes of 1991).

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 10850, 11271, 11272, and 11450(f)(2), Welfare and Institutions Code; and 45 CFR 205.50, 45 CFR 206.10(a)(1)(ii), and 45 CFR 206.10(a)(8).

## 40-013 IMPLEMENTATION OF REGULATIONS FOR THE TREATMENT 40-013 OF EARNED INCOME DISREGARDS FOR SANCTIONED INDIVIDUALS

- .1 This regulatory action consists of amending Section 44-133.32 in order to provide consistency with the Federal Action Transmittal FSA-AT-91-4 resulting from the <u>Simpson</u> v. <u>Hegstrom</u> court decision. These regulations as amended herein shall become effective March 1, 1992.
- .2 Corrective underpayments to eligible recipients resulting from the application of Section 44-133.32 shall be provided back to the date of application or March 1, 1991, whichever occurred later.
  - Appropriate corrective underpayments shall be paid upon request of the recipient, or at redetermination, or when the CWD becomes aware that a review is needed, whichever comes first.

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 10850, 11272 and 11450(f)(2), Welfare and Institutions Code; 45 CFR 205.50, 45 CFR 206.10(a)(1)(ii), and 45 CFR 206.10(a)(8); U.S. Department of Health and Human Services Federal Action Transmittal No. FSA-AT-91-4 dated February 25, 1991; and Simpson v. Hegstrom, 873 F.2d 1294 (1989).

## 40-014 IMPLEMENTATION OF REGULATIONS TO COMPLY WITH PROVISIONS OF GONZALES COURT ORDER 40-014

- .1 This regulatory action consists of adopting or repealing the following sections in order to comply with the provisions of the Gonzales v. McMahon court order and to implement federal regulations at 45 CFR 302.51(a)(4) which require that the Title IV-D agency establish the date on which child support payments are withheld in wage assignment and other income withholding cases to represent the date of collection for distribution purposes. Adopt Section: 43-201.321. Repeal Section: 43-203.11 handbook. Relocate and readopt handbook Section: 43-203.11 at 43-201.321.
- .2 The effective date of these regulations shall be June 30, 1992.

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 10553 and 10554, Welfare and Institutions Code; and Gonzales v. McMahon (Super. Ct. San Diego County, 1991, No. 628600).

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# 40-015 IMPLEMENTATION OF REGULATIONS PURSUANT TO SENATE BILL 485, CHAPTER 722, STATUTES OF 1992 AND WELFARE AND INSTITUTIONS CODE SECTION 11201.5, STATUTES OF 1991, CHAPTER 97

40-015

.1	Sections Implemented	The following amendments and adoptions comply with the provisions of Senate Bill 485, Chapter 722, Statutes of 1992 and Welfare and Institutions Code Section 11201.5, Statutes of 1991, Chapter 97. This regulatory action consists of:	
		Changes to re (MAP);	educe the Maximum Aid Payment
		amount of aid	a requirement which will limit the a family may receive when they have lifornia for 12 months or more; and
		Elimination or recipients who	f the 100-hour limit for AFDC-U work.
	.11 Sections Adopted	89-100	Assistance Payments Demonstration Project (APDP) and California Work Pays Demonstration Project (CWPDP)
		89-101	Federal Demonstration Projects - Introduction
		89-105	Elimination of Time Limitations for 30 and 1/3 Earned Income Disregard and Elimination of the 100-Hour Limit
		89-110	Maximum Aid Payment (MAP) Level and MAP Restriction
	.12 Sections Amended	41-440	Federal AFDC-U Unemployed Parent Program
		44-315	Amount of Aid
.2	Effective Dates	Unless otherwi	se specified in Section 40015.21, all

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regulatory action herein implementing the provisions of Senate Bill 485, Chapter 722, Statutes of 1992 and Welfare and Institutions Code Section 11201.5, Statutes of 1991, Chapter 97, shall be effective December 1, 1992 for both applicants and recipients.

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40-015 (Cont.) Regulations

40-015 IMPLEMENTATION OF REGULATIONS PURSUANT TO SENATE BILL 485, CHAPTER 722, STATUTES OF 1992 AND WELFARE AND INSTITUTIONS CODE SECTION 11201.5. STATUTES OF 1991, CHAPTER 97 (Continued)

40-015

.21 The specified effective date is: Section

.211 Relocation Section 89-110.4 pertaining to the Relocation Family Family Grant (RFG) shall only apply to all

Grant applicants as of December 1, 1992. However, in accordance with the Green v. Anderson court order,

this provision shall not be implemented until a determination by a court of appropriate jurisdiction

allows such implementation.

NOTE: Authority Cited: Sections 10553, 10554, 11201.5, 11209, and 11450(g), Welfare and Institutions Code. Reference: Sections 11201.5, 11450.01, and 11450.03, Welfare and Institutions Code; Federal Terms and Conditions for the California Assistance Payments Demonstration Project as approved by the United States Department of Health and Human Services on October 30, 1992; and Memorandum of Decision and Order in Green v. Anderson, (Civ. S-92-2118) dated January 28, 1993.

	RECEPTION AND APPLICATION	
Regulations	IMPLEMENTATION SCHEDULE	40-016

## 40-016 IMPLEMENTATION OF MONTHLY AFDC PAYMENT SYSTEM (MAP) REGULATIONS 40-016

.1 Effective Date This regulatory action shall be effective January 1,

1993.

.2 Sections Adopted 44-304 Aid Payment Schedules

.3 Sections Amended 44-305.2 Time of Delivery

44-305.3 Alternate Payment Systems

.4 Changes Section 44-304 is being adopted to provide counties

the option of issuing AFDC warrants monthly rather than semimonthly and to relocate language in part

from Section 44-305.2.

Sections 44-305.2 through .29 are being repealed to

relocate these provisions to newly adopted Section

44-304.

Section 44-305.3 is being renumbered to Section 44-305.2 to conform to the numbering sequence within

305.2 to conform to the numbering sequence within

this section.

Sections 44-305.23, .231 and .232 are being

relocated from Sections 44-305.222a. and b. and

amended for consistency and clarity.

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Section 10554, Welfare and Institutions Code.

RECEPTION AND APPLICATION 40-017 IMPLEMENTATION SCHEDULE Regula		
40-0		ON OF <u>WELFARE RECIPIENT'S LEAGUE</u> HON CLEANUP REGULATIONS 40-017
.1	Effective Date	This regulatory action shall be effective July 1, 1993.
.2	Sections Affected	The following sections are affected by this regulation package:
		40-119 How and Where Application is Made
		40-121 Completing the Application
		44-103 Exploration of Income Potentials and Income Verification
		44-207 Income Eligibility
		44-211 Special Needs in AFDC
		44-317 Beginning Date of Aid for New Applications
		44-318 BDA for Persons Being Added to the AU
		44-350 Overpayments General
		44-355 Mandatory Inclusion
		Overpayment/Underpayment
		80-301 Definitions
		80-310 Definitions - Forms
		82-610 Potentially Available Income
		82-612 Unemployment Insurance Benefits
		82-614 Good Cause for Failing to Meet UIB Conditions of Eligibility
		82-808 Caretaker Relative Requirements
		82-820 Included Persons
		82-824 Assistance Units That Shall Be Combined
		HANDBOOK BEGINS HERE
.3	Changes	
	.31 CA 7 As Application	The CA 7 or SAWS 7 shall be considered an application when: converting a case from State-only to federal AFDC or adding an optional person to the

### HANDBOOK CONTINUES

AU.

RECEPTION AND APPLICATION	
IMPLEMENTATION SCHEDULE	40-017 (Cont.)

## 40-017 IMPLEMENTATION OF <u>WELFARE RECIPIENT'S LEAGUE</u> (WRL) V. <u>MCMAHON</u> CLEANUP REGULATIONS

40-017

(Continued)

Regulations

### HANDBOOK CONTINUES

.32	Potentially Available Income	The regulations requiring cooperation in seeking and obtaining potentially available income are relocated in part as Sections 82-610 through 82-614. The regulations are amended to require that the entire family be ineligible when a mandatorily included member of the AU fails to seek/obtain potentially available income.
.33	Temporary Shelter	Potentially eligible AUs applying for temporary shelter payments must meet "technical conditions of eligibility" rather than "procedural requirements."
.34	BDA for New Applications	The BDA for persons whose eligibility remains pending after aid is granted to the AU or a child who is converting from Foster Care to AFDC is established as the date of application or date of eligibility, whichever is later.
.35	BDA for Adding to AU	The BDA for adding different persons to the AU are specified.
.36	Immediate Need/Overpayment	An immediate need payment is clarified to be an aid payment that shall be collected as overpayment when the family receives the payment and is ineligible.
.37	Mandatory Inclusion - Overpayment/Underpayment	Regulations specify how an overpayment or underpayment is treated when a mandatorily included person returns to the home but is not reported.

### HANDBOOK CONTINUES

RECEPTION AND APPLICATION
IMPLEMENTATION SCHEDULE

40-017 (Cont.)

Regulations

### 40-017 IMPLEMENTATION OF WELFARE RECIPIENT'S LEAGUE (WRL) V. MCMAHON CLEANUP REGULATIONS (Continued)

40-017

HANDBOOK CONTINUES

.38 **Definitions** Definitions have been provided for "Aid Payment,"

> "BDA." "Collect," "Date of Application," "Immediate Payment," "Recoup" Need Definitions have been amended for "Recover." "Alternatively Sentenced Parent (ASP)" and "Senior

Parent."

**Definitions - Forms** .39 Definitions of forms have been provided for CA 7

SAWS 1 and SAWS 7.

### HANDBOOK ENDS HERE

NOTE: Authority cited: Sections 10553, 10554, and 11056, Welfare and Institutions Code. Reference: Section 10554. Welfare and Institutions Code and SSA-AT-86-01.

### IMPLEMENTATION OF ASSEMBLY BILL (AB) 2184 (CHAPTER 1205, 40-018 40-018 STATUTES OF 1991)

This regulatory action, which consists of adopting and amending the following sections, shall be effective August 2, 1993 in order to comply with AB 2184 (Chapter 1205, Statutes of 1991). AB 2184 added Section 11008.19 to the Welfare and Institutions Code, which requires the California Department of Social Services (CDSS) and the California Department of Education (CDE) to establish a system for documenting child care usage by Aid to Families with Dependent Children (AFDC) recipients in CDE's subsidized child care system. Adopt: Chapter 42-1100, Sections 42-1101 and 42-1102. Amend: Section 44-113.217.

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 10553 and 10554. Welfare and Institutions Code.

	RECEPTION AND APPLICATION	
Regulations	IMPLEMENTATION SCHEDULE	40-019 (Cont.)

## 40-019 IMPLEMENTATION OF REGULATIONS PURSUANT TO SENATE BILL 35, CHAPTER 69, STATUTES OF 1993 FOR THE ASSISTANCE PAYMENTS DEMONSTRATION PROJECT

.1	General	The following amendments comply with the provisions of Senate Bill 35, Chapter 69, Statutes of 1993. This regulatory action consists of:			
		\$30 and 1/3 elimination of	the 4-month limit on receipt of the earned income disregards and the additional 8-month limit on 30 earned income disregard; and		
		•	duce the Maximum Aid Payment he Reduced Income Supplemental		
	.11 Sections Modified	44-111	Payments Excluded or Exempt from Consideration As Income		
		44-115.3	Evaluation of Income In-Kind		
		44-207.113(a)	Income Eligibility		
		44-207.322	Financial Eligibility		
		44-315.3	Amount of Grant		
		44-402.1	Computation of a Reduced Income Supplemental Payment		
		80-301r.(1)(A)	Definition of "Recipient"		
		89-105.1	30 and 1/3		
		89-110.1	MAP Amount		

RECEPTION AND APPLICATION	
IMPLEMENTATION SCHEDULE	

40-019 (Cont.) IMPLEMENTATION SCI

Regulations

# 40-019 IMPLEMENTATION OF REGULATIONS PURSUANT TO SENATE BILL 35, CHAPTER 69, STATUTES OF 1993 FOR THE ASSISTANCE PAYMENTS DEMONSTRATION PROJECT (Continued)

40-019

.2	Effective Date	As	specified	in	Sections	40	-019	.21	and	.22	below,
		11	4 .				•		1	. •	.4

all regulatory action herein implementing the provisions of Senate Bill 35, Chapter 69, Statutes of

1993, shall be effective September 1, 1993.

.21 \$30 and 1/3 Earned This provision is effective with all earned income

Income Disregards received on or after September 1, 1993.

.22 MAP Reduction This provision is effective for payment months

beginning September 1993.

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 11255 and 11450.015, Welfare and Institutions Code; and Federal Terms and Conditions for the California Assistance Payments Demonstration Project as approved by the United States Department of Health and Human Services on October 30, 1992.

## 40-020 IMPLEMENTATION OF CALIFORNIA ALTERNATIVE ASSISTANCE 40-020 PROGRAM (CAAP)

- .1 The adoption of Chapter 89-700 and the amendment of Sections 40-131.3, 40-181.2, 44-111.3, 44-207.322, and 89-101, which implement the California Alternative Assistance Program (CAAP) shall be effective May 1, 1994. Counties are required to meet the CAAP informing requirements at application and redetermination of eligibility for applicants and recipients subject to the California Work Pays Demonstration Project (CWPDP) beginning May 1, 1994.
- .2 Chapter 89-700, for applicants and recipients subject to the CWPDP, is adopted to implement the CAAP to comply with the provisions of Welfare and Institutions Code Section 11280 (Chapter 69, Statutes of 1993).
- .3 Section 40-131 is amended to require that AFDC applicants be informed about CAAP at the time of AFDC application.
- .4 Section 40-181 is amended to require that AFDC recipients be informed about CAAP at the time of AFDC redetermination.

## 40-020 IMPLEMENTATION OF CALIFORNIA ALTERNATIVE ASSISTANCE 40-020 PROGRAM (CAAP) (Continued)

- .5 Section 44-111 is amended to exempt CAAP payments from consideration as income for AFDC.
- .6 Section 44-207 is amended to require that an individual be considered to have received an AFDC payment when the assistance unit (AU) has received benefits under the CAAP.
- .7 Section 89-101 is amended to require that CAAP be included in the CWPDP provisions of Chapter 89-700 et seq. The county shall apply these provisions to those applicants and recipients who are designated as members of the Project's control and experimental groups.

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Section 11280, Welfare and Institutions Code; and the Federal Terms and Conditions for the California Work Pays Demonstration Project as approved by the United States Department of Health and Human Services on March 9, 1994.

### 40-021 IMPLEMENTATION OF SUPPLEMENTAL CHILD CARE PROGRAM 40-021

.1 The adoption of Chapter 44-500 and the amendment of Sections 40-131.3, 40-181.1, and 44-111.3 which implement the Supplemental Child Care (SCC) Program shall be effective November 4, 1993. Counties are required to meet the SCC informing requirements at application and redetermination beginning November 4, 1993.

### HANDBOOK BEGINS HERE

- .2 Chapter 44-500 is being adopted to implement the Supplemental Child Care (SCC) Program to comply with the provisions of Welfare and Institutions Code Section 11451.7 (Chapter 69, Statutes of 1993).
- .3 Section 40-131 is being amended to require all AFDC applicants be informed about the SCC Program at the time of AFDC application.
- .4 Section 40-181 is being amended to require that AFDC recipients are informed about their eligibility for SCC when they become employed.
- .5 Section 44-111 is being amended to exempt SCC payments from consideration of income for AFDC.

### HANDBOOK ENDS HERE

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Section 11451.7, Welfare and Institutions Code.

**CALIFORNIA-DSS-MANUAL-EAS** 

40-022 IMPLEMENTATION OF REGULAT PROPERTY LIMITS AND RESTRIC TO SENATE BILL 35, CHAPTER 69, SENATE BILL 1078, CHAPTER 1252 THE CALIFORNIA WORK PAYS DE			ICTED ACCOUNTS PURSUANT 69, STATUTES OF 1993 AND 52, STATUTES OF 1993 FOR				
.1 Sections Implemented		The following amendments and adoptions comply with the provisions of Senate Bill 35, Chapter 69, Statutes of 1993 and Senate Bill 1078, Chapter 1252, Statutes of 1993. This regulatory action applies to recipients who are subject to the California Work Pays Demonstration Project and consists of:					
			Changes to increase the real and personal property limit from \$1,000 to \$2,000;				
			Changes to increase the exemption for one motor vehicle from \$1,500 to \$4,500; and				
				e AU to retain funds up to \$5,000 in a account for specified purposes.			
	.11	•	89-115	Increased Property Limits for Recipients			
			89-120	\$2,000 Property Limit for Recipients			
			89-125	Increased Motor Vehicle Limit for Recipients			
			89-130	Restricted Accounts for Recipients			
	.12	Sections Amended	42-207	Property Which May Be Retained by An Applicant or Recipient			
			42-213	Property Items to Be Excluded in Evaluating Property Which May Be Retained			
			44-352	Overpayment Recoupment			
			80-301	Definitions			
			89-101	Federal Demonstration Projects - Introduction			

RECEPTION AND APPLICATION IMPLEMENTATION SCHEDULE

40-022

Regulations

RECEPTION AND APPLICATION
IMPLEMENTATION SCHEDULE

40-022

40-022 IMPLEMENTATION OF REGULATIONS FOR THE INCREASED PROPERTY LIMITS AND RESTRICTED ACCOUNTS PURSUANT TO SENATE BILL 35, CHAPTER 69, STATUTES OF 1993 AND SENATE BILL 1078, CHAPTER 1252, STATUTES OF 1993 FOR THE CALIFORNIA WORK PAYS DEMONSTRATION PROJECT (Continued)

40-022

.2 Effective Date

Regulations

All regulatory action implementing the provisions of Senate Bill 35, Chapter 69, Statutes of 1993 and Senate Bill 1078, Chapter 1252, Statutes of 1993 shall become effective April 1, 1994, for recipients who are subject to the California Work Pays Demonstration Project.

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 11155.1 and 11155.2, Welfare and Institutions Code; 45 CFR 233.20(a)(3)(i)(B); and the Federal Terms and Conditions for the California Work Pays Demonstration Project as approved by the United States Department of Health and Human Services on March 9, 1994.

	RECEPTION AND APPLICATION	
40-024	IMPLEMENTATION SCHEDULE	Regulations

### 40-024 IMPLEMENTATION OF CHILD SUPPORT DATES AND INSURANCE REGULATIONS

40-024

.1	Effective Date	This regulatory	action is effective July 1, 1997.
.2	Sections Repealed	The sections regulations fili	listed below are repealed by this ng:
		43-106 43-107.1	Assignment of Support Rights Establishing Paternity and Securing Child and Spousal Support
		43-107.2	Specific Actions Relating to Cooperation
		43-107.3	No Interruption in Aid
		43-107.4	Determination of Good Cause
		43-200	Child Support Enforcement Program
		43-201	Child and Spousal Support and Paternity
		43-203.1-	Distribution of Child and Spousal
		.117,	Support Payments
		.131 & .152	Transference of Hard-Parameter and
		43-205	Treatment of Undeliverable and Uncashed Warrants
.3	Sections Amended		listed below are amended by this
		regulations fili	ng:
		40-105.1	Assuming Responsibility Within
			His/Her Capabilities
		40-131.3	Content of Application Interview
		40-173.7	Notification of Child/Spousal Disregard Payment
		40-181.2	Periodic Determination of Eligibility
		43-203.12, .13, .14 .15, .161, .2, & .3	Distribution of Child and Spousal Support Payments
		44-111.4	Child/Spousal Support Disregard
		44-113.7	Child/Spousal Support
		80-310	Definitions - Forms

	RECEPTION AND APPLICATION	
Regulations	IMPLEMENTATION SCHEDULE	40-024 (Cont.)

## 40-024 IMPLEMENTATION OF CHILD SUPPORT DATES AND INSURANCE REGULATIONS (Continued)

40-024

.4	Chapters Adopted	The chapter regulations fili	listed below is adopted by this ng:
		82-500	Child Support Enforcement Program Regulations
.5	Sections Adopted	The sections regulations fili	listed below are adopted by this ng:
		40-024	Implementation of Child Support Dates and Insurance Regulations
		82-500	Child Support Enforcement Program Regulations
		82-502	Child Support Enforcement Program
		82-504	Assistance Units Subject to the Provisions of the Child Support Enforcement Program
		82-506	Assignment of Support Rights
		82-508	County Responsibilities
		82-510	Cooperation Requirements
		82-512	Exemption from Cooperation Requirements
		82-514	Evaluation of Claim for Exemption
		82-516	Enforcement Without Applicant/ Recipient's Cooperation
		82-518	Child and Spousal Support Collections
		82-520	Distribution of Child and Spousal Support Payments
.6	Sections Renumbered	The sections l regulations fili	listed below are renumbered by this ng:
		43-203.12, .13, .132 .14143 .15151 .16162 .17175 .2, .21, .23, .332, and .4	Distribution of Child and Spousal Support Payments

	RECEPTION AND APPLICATION	
40-024 (Cont.)	IMPLEMENTATION SCHEDULE	Regulations
·		

## 40-024 IMPLEMENTATION OF CHILD SUPPORT DATES AND INSURANCE REGULATIONS (Continued)

40-024

### HANDBOOK BEGINS HERE

### .7 Changes

.71 Medical Insurance

Section 82-510.2 provides that applicants for, and recipients of, AFDC must identify all third parties who may be liable for medical care or services for the applicant/recipient or any family member.

.72 Date of Collection

Section 82-518.4 provides that, for purposes of determining entitlement to payments to families in wage assignment cases, the date of collection is the date the payment is withheld from the absent parent's wages. This date is provided by the employer.

### HANDBOOK ENDS HERE

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 10553 and 10554, Welfare and Institutions Code.

## 40-026 IMPLEMENTATION OF THE STATEWIDE FINGERPRINT IMAGING SYSTEM (SFIS) REGULATIONS

40-026

.1 Effective Date

This regulatory action shall be effective January 1, 1998 or any time after that date when the SFIS becomes operational in each county. The regulations will be applied to the continuing caseload within six months of the date the SFIS becomes operational in each county. With the exception of the photo imaging provisions contained herein, these regulations also apply in a county with an operational state-approved finger imaging system in place as of January 1, 1998 until such time as SFIS is implemented in that county.

.2 Sections Amended

40-105 Applicant and Recipient Responsibility.

40-171 Actions on Applications, Interprogram Transfers, and Interprogram Status Changes.

80-301 Definitions.

### CALIFORNIA-DSS-MANUAL-EAS

## 40-026 IMPLEMENTATION OF THE STATEWIDE FINGERPRINT IMAGING SYSTEM (SFIS) REGULATIONS (Continued)

40-026

.3 Changes

Section 40-105.31 is added to specify that providing fingerprint and photo images is a condition of eligibility for certain applicants for and recipients of CalWORKs.

Section 40-105.32 is added to specify which persons are required to provide fingerprint and photo images.

Section 40-105.33 is added to specify those individuals who are exempt from SFIS requirements.

Section 40-105.34 is added to specify that all persons required to provide fingerprint and photo images will be informed that the images are confidential and may not be used for any purpose other than the prevention or prosecution of fraud.

Section 40-105.35 is added to specify that an otherwise eligible AU shall not be ineligible due to a technical problem in the SFIS system.

Section 40-171.221k. is added to specify that the county will deny aid if any person required to provide fingerprint and/or photo images refuses or fails to do so.

Section 80-301f.(2) is added to provide a definition of "fingerprint imaging."

Section 80-301p.(4) is added to provide a definition of "photo imaging."

Section 80-301s.(8) is added to provide a definition of "Statewide Fingerprint Imaging System (SFIS)."

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Section 10830, Welfare and Institutions Code.

### 40-027 IMPLEMENTATION OF THE <u>ORTEGA</u> V. <u>ANDERSON</u> COURT ORDER 40-027

.1	Effective Date	payment month and continuing 1998, counties structure impl	v action shall be effective only for the h of December 1, 1997, for applicant g cases. Commencing January 1, as are to follow CalWORKs grant ementation instructions provided in anty Letter 97-59, dated October 14,
	.11 Retroactivity	in spouse of a evaluated for retroactivity si	ne Stipulation filed with the Court, es containing an ineligible alien live- an aided parent with income shall be retroactive payments. The period of hall go back no further than the n of September 1995.
.2	Sections Amended	44-113.14	Deduction for an Ineligible Alien Child(ren) Living in the Home of an Aided Parent
		44-133.5	Income in Cases Where an Ineligible Alien Parent(s) Resides in the Home
		44-207	Income Eligibility
		44-352.4	Overpayment Recoupment - Methods of Recovery

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Ortega v. Anderson, Case No. 746632-0 (Alameda Superior Court) July 11, 1995; and Assembly Bill (AB) 1542, Chapter 270, Statutes of 1997, Sections 41 and 185.

**CALIFORNIA-DSS-MANUAL-EAS** 

	RECEPTION AND APPLICATION	
Regulations	IMPLEMENTATION SCHEDULE	40-028 (Cont.)

## 40-028 IMPLEMENTATION OF THE STATE IMMUNIZATION AND SCHOOL ATTENDANCE REQUIREMENTS PURSUANT TO ASSEMBLY BILL 1542, CHAPTER 270, STATUTES OF 1997

40-028

.1 General - State Immunization Requirement

Section 40-105.4 is adopted to comply with the provisions of Assembly Bill (AB) 1542, Chapter 270, Statutes of 1997. These sections implement the CalWORKs Immunization Requirements. This regulatory action consists of:

Adoption of a requirement that all children in the Assistance Unit (AU) under the age of six have age-appropriate immunizations and a penalty imposed on the parent(s)/caretaker relative in the AU for failure to comply by eliminating their needs in the grant computation.

.11 Sections Adopted

The following sections are adopted with this regulatory filing:

11-501.3	County Policies and Procedures
40-105.4	Immunization Requirements
40-105.4(b)	Age-Appropriate Immunizations
40-105.4(c)	Informing Requirements
40-105.4(d)	Verification
40-105.4(e)	Time Frames (for submission of verification)
40-105.4(f)	Exemptions
40-105.4(g)	Failure to Cooperate
40-105.4(h)	Restoration of Aid
40-105.4(i)	Good Cause
40-105.4(j)	Documentation

40-028 (0	Cont.)	RECEPTION AN IMPLEMENTAT		
40-028	IMPLEMENTATION SCHOOL ATTENION ASSEMBLY BILL (Continued)	DANCE REQUIR	EMENTS PUR	RSUANT TO
			40-131.3(x)	Content of Application Interview (county informing instructions for applicants)
			40-181.1(m)	General County Responsibility (county informing instructions for recipients)
.2 Ge	eneral - State School Att	endance	40-181, and 42 provisions of 1997. These	25.5 is adopted and Sections 40-131, 2-101 are amended to comply with the AB 1542, Chapter 270, Statutes of sections implement the CalWORKs dance Requirements. This regulatory is of:
			whom school ages 6 throug Failure to reg	a requirement that all children for attendance is compulsory, (children the 17) must regularly attend school. Sularly attend school will result in a tele grant amount to the AU.
.21	Sections Adopted		40-105.5	School Attendance Requirements
			40-131(y)	Content of Application Interview
			40-181.1(n)	General County Responsibility
.22	2 Section Amended		42-101	Age Requirement
.3 Ef	fective Date		provision of the	y action herein implementing the ne AB 1542, Chapter 270, Statutes of effective June 1, 1998.

NOTE: Authority cited: Sections 10553, 10554, 11253.5, and 11265.8, Welfare and Institutions Code. Reference: Sections 10063(a), 11253.5, and 11265.8, Welfare and Institutions Code.

CALIFORNIA-DSS-MANUAL-EAS

RECEPTION AND APPLICATION	
IMPLEMENTATION SCHEDULE	40-030

## 40-029 IMPLEMENTATION OF RESTRICTED ACCOUNTS REGULATIONS 40-029 IN THE CALWORKS PROGRAM

.1 Effective Date This regulatory action is effective July 1, 1998.

.2 Sections Repealed None.

Regulations

.3 Sections Adopted None.

.4 Sections Amended 89-130(d)(2) Education

89-130(g)(2) Child's Education

NOTE: Authority cited: Sections 10553, 10554, 10604, and 11155.2 (Ch. 270, Stats. 1997), Welfare and Institutions Code. Reference: Section 11155.2 (Ch. 270, Stats. 1997), Welfare and Institutions Code.

### 40-030 IMPLEMENTATION OF OVERPAYMENT RECOUPMENT REGULATIONS 40-030

.1 General

This regulation package implements the provisions of Welfare and Institutions Code Section 11004 (Section 37 of Assembly Bill 1542, Chapter 270, Statutes of 1997). This law specifies that for purposes of recouping overpayments, counties may reduce aid payments by 5% of the MAP amount for the AU for agency caused overpayments and 10% of the MAP amount for the AU for all other overpayments without regard to income or

resources.

.2 Effective Date This regulatory action shall be effective July 1,

1998.

.3 Sections Repealed Section 44-350.162

Section 44-350.2h

Handbook Section 44-352.125 Handbook Section 44-352.115(a)

.4 Sections Adopted Handbook Section 44-352.125

.5 Sections Amended Handbook Section 44-352.115(b)

Section 44-352.121 Section 44-352.41

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 10553, 10554, and 11004 (Ch. 270, Stats. 1997), Welfare and Institutions Code.

CALIFORNIA-DSS-MANUAL-EAS

MANUAL LETTER NO. EAS-99-02

Effective 2/2/99

RECEPTION AND APPLICATION	
IMPLEMENTATION SCHEDULE	

40-031 IMPLEMENTATION SCHEDULE Regulations

## 40-031 IMPLEMENTATION OF REGULATIONS TO ELIMINATE LATE MONTHLY REPORTING PENALTIES IN THE CALWORKS PROGRAM

.1 Effective Date This regulatory action is effective July 1, 1998.

.2 Sections Repealed Section 40-125.922

Section 40-125.94c. Section 40-181.222a.(3) Section 40-181.223, et seq.

Section 40-113.218

Sections 44-402.211 and .212

.3 Sections Adopted None.

.4 Sections Amended Section 40-181.234

Section 40-181.244

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 11008, 11450.12, and 11451.5, Welfare and Institutions Code.

### 40-032 IMPLEMENTATION OF DEPRIVATION AND DIVERSION ASSISTANCE 40-032

1	Effective Date	This regulatory action is effective July 1,	1998

.2 Sections Repealed Section 40-169

Section 41-441 Section 41-442 Section 89-105

.3 Sections Adopted The following section is adopted with this regulatory

filing.

Section 81-215

.4 Sections Amended Section 40-109.2

Section 40-115.2 Section 40-161 Section 40-171.2 Section 41-400 Section 41-401 Section 41-440

NOTE: Authority cited: Sections 10553, 10554, and 10604, Welfare and Institutions Code. Reference: Sections 11201, 11266.5, and 11454.5, Welfare and Institutions Code (Ch. 270, Stats. 1997).

CALIFORNIA-DSS-MANUAL-EAS

_	RECEPTION AND APPLICATION	_
Regulations	IMPLEMENTATION SCHEDULE	40-033

## 40-033 IMPLEMENTATION OF VOUCHER/VENDOR PAYMENT REGULATIONS 40-033 IN THE CALWORKS PROGRAM

-	1	Effective Date	This regulatory	action is	effective July	o 1	1998
• -	ı	LITCUIVE Date	This regulatory	action is	CHCCHYC July	у I.	, 1770.

.2 Sections Repealed None.

.3 Sections Adopted 44-307 et seq.

.4 Sections Amended 44-303.3 44-304.6

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 11251.3, 11320.15, 11450.13, 11453.2, and 17012.5, Welfare and Institutions Code; and AB 1542 (Ch. 270, Stats. 1997), Section 185(b).

CALIFORNIA-DSS-MANUAL-EAS

RECEPTION AND APPLICATION	
IMPLEMENTATION SCHEDULE	Regulations

## 40-034 IMPLEMENTATION OF CALWORKS DRUG AND FLEEING FELON PROVISIONS

40-034

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	General
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40-034

Assembly Bill (AB) 1542, Chapter 270, Statutes of 1997, and AB 1260, Chapter 284, Statutes of 1997, enacted provisions which impact the Aid to Families with Dependent Children (AFDC) program. AB 1542 renames the AFDC program to the California Work Opportunity and Responsibility to Kids (CalWORKs) program. These proposed regulations implement and make specific the requirements of AB 1542 which adds Section 11486, and AB 1260 which adds Section 11251.3 to the Welfare and Institutions Code.

Section 11486.5 provides that persons fleeing to avoid felony prosecution, custody or confinement, or violating a condition of parole or probation are ineligible for aid under CalWORKs. Section 11251.3 provides that persons convicted of a felony related to the possession, use, or distribution of a controlled substance after December 31, 1997, are ineligible for aid under CalWORKs.

.2 Effective Date This regulatory action is effective July 1, 1998.

.3 Sections Repealed 82-832.14 and 82-832.26

.4 Sections Adopted 40-034, 82-832.19, .191 and .20

.5 Sections Amended 82-832, 82-832.21, .23 and .231

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 11251.3 and 11486.5, Welfare and Institutions Code (Ch. 270, Stats. of 1997).

	RECEPTION AND APPLICATION	
Regulations	IMPLEMENTATION SCHEDULE	40-035 (Cont.)

40-035 IMPLEMENTATION OF REGULATIONS PURSUANT TO WELFARE AND INSTITUTIONS CODE SECTIONS 11454, 11454.5 AND 11495.1, ENACTED BY ASSEMBLY BILL (AB) 1542, (CHAPTER 270, STATUTES OF 1997) AND WELFARE AND INSTITUTIONS CODE SECTION 11454.5, AMENDED BY ASSEMBLY BILL (AB) 2772, CHAPTER 902, STATUTES OF 1998

40-035

.1 Secti	ons Implemented
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The following sections have been adopted or amended to comply with the new 60-month time limit provisions as set forth in Welfare and Institutions Code Sections 11454, 11454.5 and 11495.1 and 42 U.S.C. 608(a)(7)(A) and (B). These provisions were enacted by AB 1542, Chapter 270, Statutes of 1997. Welfare and Institutions Code Section 11454.5 is amended by AB 2772, Chapter 902, Statutes of 1998. The regulatory action will:

Establish a 60-month limit for the receipt of aid for adults and the exceptions under which adults may receive aid beyond 60 months.

Specify how and when months of aid are counted toward the 60-month time limit, and identify the criteria for excluding months from the count.

Define what aid counts toward the 60-month time limit.

**Diversion Count** 

.11	Sections Adopted	40-107.14	County Responsibility
		42-300	General Time Limit Requirements
		42-301	General Time Limit Requirements for Adults
		42-302	60-Month Time Limit Requirements for Adults
.12	Sections Amended	42-302.2	Counting the 60-Month Limit
		42-302.21	Exempt Months

42-302.22

	RECEPTION AND APPLICATION		
40-035 (Cont.)	IMPLEMENTATION SCHEDULE	Regulations	

40-035 IMPLEMENTATION OF REGULATIONS PURSUANT TO WELFARE AND INSTITUTIONS CODE SECTIONS 11454, 11454.5 AND 11495.1, ENACTED BY ASSEMBLY BILL (AB) 1542, (CHAPTER 270, STATUTES OF 1997) AND WELFARE AND INSTITUTIONS CODE SECTION 11454.5, AMENDED BY ASSEMBLY BILL (AB) 2772, CHAPTER 902, STATUTES OF 1998 (Continued)

82-832 Excluded Persons - Adds Persons

who are Ineligible for Aid on the Basis of Exceeding the Time Limit

40-035

Requirements

.2 Effective Date All regulatory action implementing the provisions of

AB 1542, Chapter 270, Statutes of 1997 shall

become effective July 1, 1998.

See Section 42-301.1 for the effective date of the

time limit requirements.

NOTE: Authority cited: Sections 10553 and 10554, Welfare and Institutions Code. Reference: Sections 11454, 11454.5, 11454.5(b)(4) and (5) and 11495.1, Welfare and Institutions Code.